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What's New?

Policy

- [CP&P-VI-B-1-600](#), **Case Closure for Young Adults Age 18-21**: this new issuance establishes policies and procedures related to case closure and discontinuation of DCF services through CP&P for young adults age 18-21. This policy supports the Worker in making the decision to terminate involvement with a young adult, with guidance on engagement and transitional activities prior to closing the case. This policy also addresses young adults in missing status.

Forms

- [CP&P 14-241](#), **Hague Adoption Referral**: this new form is a Referral for the Hague Adoption home study, to be completed by the worker and sent to Interstate Services. A Spanish version will be forthcoming.
- [CP&P 14-242](#), **The Resource Parent ID Letter for International Placement**: this new form letter, which shall be printed on DCF letterhead, provides documentation indicating that this child is in the physical custody of the adoptive parents and the adoptive parents have the authority to care for the child. A Spanish version will be forthcoming.

What's Revised?

Policy

- [CP&P-IV-C-9-100](#), **Hague Adoption**: this revised policy, previously entitled "Intercountry Adoption," provides guidance for adoption by relatives or kin that reside in specific countries participating in the Hague Agreement. The list of countries is linked within the policy. Each country has their own set of requirements for the home study.
- [OOE-I-A-1-10](#), **Request to Realign Approved Spending Plan**: the NJ Department of Education (NJDOE) annually grants the NJ Department of Children and Families' Office of Education (OOE) with State Facilities Education Act (SFEA) funding for allowable expenses to educate qualified/eligible New Jersey students. The revised policy notes that proposed budget changes, which were previously submitted to the

OOE Budget Director, shall now be submitted directly to the OOE Director.

Forms

- **CP&P 4-8, Kinship Legal Guardian (KLG) Subsidy Agreement**: the form and instructions have been revised to include wording on Successor Guardian. A revised Spanish version will be forthcoming.

Search Update:

The New Jersey Department of Children and Families has temporarily converted our Policy Manual search engine to utilize Google search. Users can search exclusively within the DCF Policy Manual by either typing in a keyword, policy or form title, or policy or form citation by selecting “Search DCF Policies” found throughout the Policy Manual in the Related Links shortcut box. Your search results will appear in a new Google search window. For any questions accessing Department Policies or Forms, please contact policy@dcf.nj.gov for assistance.

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If you have any questions, please contact the Office of Policy and Regulatory Development at policy@dcf.nj.gov or 609-888-7030.